



STAFF REPORT

AGENDA NO: 9h

MEETING DATE: November 3, 2025

To: Honorable Mayor and City Council

Date: November 3, 2025

From: Margaret Glomstad, Parks and Recreation Director – (650) 558-7307
Nicole Acquisti, Recreation Manager – (650) 558-7337

Subject: Adoption of a Resolution Authorizing the City Manager to Execute an Agreement for the Purchase and Installation of Field Lighting from Musco Sports Lighting, LLC, for the Lighting Retrofit at Bayside Fields in the Amount of \$491,298.06, City Project No. 87270

RECOMMENDATION

Staff recommends that the City Council adopt a resolution authorizing the City Manager to execute an agreement for the purchase and installation of field lighting from Musco Sports Lighting, LLC, for the LED retrofit of the Bayside Fields in the amount of \$491,298.06, pursuant to City Project No. 87270.

BACKGROUND

The existing Musco light fixture system for Bayside Fields is outdated and requires retrofitting to LED technology. Beginning in 2026, replacement parts for the fixtures will no longer be available.

DISCUSSION

Because the poles and related infrastructure for the Bayside Fields are Musco products, and because the City uses Musco lighting for its other field lighting systems in City parks, the most cost-effective and technically compatible solution is to purchase Musco products through Sourcewell, a cooperative purchasing group.

In preparation for the project, staff had the non-Musco poles at Bayside Fields tested for structural soundness. Of the eight poles tested, two failed. Two poles will be replaced as part of this project. Musco determined that the remaining 113 Musco poles are structurally sound.

Purchasing through Sourcewell is consistent with the City's Purchasing Policy. Additionally, the newly installed LED fixtures are covered by Musco Sports Lighting, LLC, with a 25-year product assurance and warranty program that guarantees light levels, parts, and labor.

This project includes the following:

- Installation of 121 new fixtures, replacing the old fixtures
- Installation of Ball Trackers for Arial Sports (Softball and Baseball)

- Installation of 2 non-Musco poles

Sourcewell is a purchasing cooperative authorized under the California Department of General Services Procurement Division for local government agencies. It serves as a conduit for leveraging competitively bid and previously awarded federal General Services Administration contracts. Sourcewell then establishes independent California contracts for the same products and services, ensuring that member agencies receive equal or lower pricing.

The upgrade to LED lights will provide many benefits, including, but not limited to:

- Better field lighting for improved playability
- Reduced energy consumption for cost savings
- Minimized glare and spill from the field lighting
- Completed system design for better reliability

FISCAL IMPACT

The cost for the equipment and installation is \$491,298.06, including contingencies. The City Council previously approved this project as part of the City's Capital Improvement Program (CIP) in the FY 2025-26 budget and has adequate funds to complete the project.

Exhibits:

- Resolution
- Agreement with Musco for the Bayside Fields LED Retrofit
- Quote for the Bayside Fields LED Retrofit